

Comprehensive Document Checklist for Financial Sponsor/Guarantor

Part 1: The Student's Core Documents (Organized by Purpose)

Statement of Purpose (SOP) / Genuine Temporary Entrant (GTE) Statement:

Requirement	Details
1. Why Australia?	Why not study in the home country or a cheaper destination?
2. Why this specific course?	How does it align with your previous academic and work history and your future career goals?
3. Why this specific education provider?	(e.g., Why this TAFE institute?)
4. Ties to Home Country	Detail strong family, economic, social, and employment ties that will motivate you to return after your studies (e.g., family, job prospects, property, business).
5. Value of the Course	Explain how this "Bachelor of Early Childhood" will improve your career prospects and earning potential in your home country.
6. Study Gap Explanation (if any)	Any gap in education must be logically explained with evidence.

Proof of Academic Preparedness: To demonstrate that the student meets the academic entry requirements and possesses the necessary English skills to succeed in their studies.

Requirement	Details
1. Academic Transcripts and Certificates	All high school (or previous university) transcripts and completion certificates, officially certified and translated if necessary.
2. Evidence of English Language Proficiency	Test results from IELTS that meet the requirement for the student visa and the specific course.

Proof of Character & Identity

Requirement	Details
1. Student's Passport & NID	A clear, color copy of the bio-data page. Must be valid for the proposed duration of stay.

2. Passport-sized Photographs	Recent photographs meeting Australian visa specifications.
3. Police Clearance Certificate	The student (and any family members over 16 included in the application) must provide police certificates from any country they have lived in for 12 months or more in the past 10 years. It is to ensure the applicant meets the character requirements set by the Australian government.

Part 2: Proof of Identity & Relationship to the Student

These documents establish who the sponsor is and prove their relationship to the visa applicant.

Requirement	Details
1. Sponsor's Passport	The clear, color copy of the bio-data page to serves as official proof of identity
2. National Identity Card (NID) or Birth Registration Card (if NID is not available)	A clear, color copy of both sides is required for supplementary proof of identity.
3. Proof of Relationship to the Student - to justify why this specific individual is providing financial support.	If sponsor is a parent: Provide the student's birth certificate or NID showing parents' names.
	If sponsor is a relative: Provide birth certificates for both the sponsor and the student, showing the familial link (e.g., the student's birth certificate and their parent's birth certificate which shows they are the sibling of the sponsor).
	If sponsor is a spouse/de facto partner: Provide marriage certificate or evidence of de facto relationship (e.g., joint bank accounts, shared leases).

Part 3: Proof of Financial Capacity - The most important evidence

This is the most critical section. It must prove the funds are genuine, accessible, and sufficient.

Personal Bank Statements (regular transaction account) if money is kept in the same account - to demonstrate the availability and history of cash funds.	
1. What to provide	Official Bank statements.
2. Period of statement	Covering at least the last 3 to 6 months (6 being the most safe and best) leading up to the visa application.

3. Key Requirements	<ul style="list-style-type: none"> • Must show the account holder's name and account number. • Must show the transaction history, demonstrating that the required funds have been held and are not a recent, temporary loan. • The closing balance should meet or exceed the total required amount (e.g., \$AUD required to show from course calculation).
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Fixed Deposit (FD) Certificates / Statements:

Fixed Deposit (FD) Certificates / Statements: to show a stable, long-term investment that can be liquidated to fund studies.	
1. What to provide	Official certificate or statement from the bank
2. Key Requirements	<ul style="list-style-type: none"> • Must show the depositor's name, the deposit amount, the start date, and the maturity date. • The FD should have been opened at least 3 months prior to the visa application.

Proof of Income / Source of Funds:

This is crucial to show how the savings were accumulated.

Source of Fund	Requirement
1. For Salaried Employees	<ul style="list-style-type: none"> • Employment Letter: On company letterhead, confirming job title, start date, salary, and that the employment is permanent/full-time. • Salary Slips: Last 6-12 months. • Income Tax Returns (ITR): Last 2-3 years of Notice of Assessment from the tax authority.
2. For Business Owners	<ul style="list-style-type: none"> • Business Registration Licenses. • Company Bank Statements (last 6-12 months). • Business Tax Returns (last 2-3 years). • Audited Financial Reports (if available).
3. For Other Sources: (if you show funds were accumulated legitimately through a stable income source.)	<ul style="list-style-type: none"> • Property Rental Income: Provide tenancy agreements and bank statements showing rental deposits. • Dividends from Investments: Provide investment statements and dividend slips.

Proof of Assets if available to show (Supporting Evidence):

Although these documents do not replace liquid cash, they reinforce the overall financial profile by demonstrating long-term financial stability and strong ties to the home country.

Source of Fund	Requirement
1. Property Ownership Documents	Title deeds for land or apartments.
2. Cars	Vehicle Registration Certificates.
3. Shares or bond	Certificates

Part 4: Declaration of Support

Sponsorship Declaration / Affidavit of Support: To formally commit to the financial responsibility in writing.

Requirement	Details
1. What is it?	A formal, signed letter from the sponsor.
2. Content should include	<ul style="list-style-type: none">• Sponsor's full name, date of birth, and address.• Student's full name and date of birth.• Clear statement of the sponsor's relationship to the student.• An unambiguous declaration that the sponsor will provide full financial support for the student's tuition fees, living costs, and travel expenses for the entire duration of their studies in Australia.• Date and signature.

Summary: A Strong Financial Package Demonstrates

When assembled, your documents should tell a clear and convincing story to the visa officer:

Requirement	Details
1. Identity & Relationship	Clearly establish the relationship with the sponsor using relevant identification documents, family tree records, photographs, and other supporting evidence. The clearer the relationship, the stronger the application outcome.
2. Financial Capacity	Demonstrate that the sponsor has sufficient funds through bank statements, fixed deposits, and other verifiable financial documents.
3. Genuineness of Funds	Show that the sponsor's funds have been legitimately accumulated over time through salary or business income, supported by tax returns, pay slips, and other financial records.
4. Commitment	Provide a formal declaration from the sponsor confirming their full commitment to covering the student's education and living expenses in Australia.

Tip: All documents not in English must be accompanied by a certified translation. Providing a well-organized, complete, and easy-to-follow financial packet significantly increases the chances of a smooth and successful visa outcome.

The Complete Picture

A successful application proves the applicant is a "**Genuine Student**" who is:

- Academically Prepared (Transcripts)
- Financially Capable (Sponsor's documents, bank/income statements etc.)
- Good Character (Police clearance)
- Planning to Comply with VISA Rules (GTE Statement, Overseas Health Insurance)

Missing any one of these pillars can lead to a visa refusal, even if the financial evidence is perfect. It is crucial to present a consistent and truthful story across all documents.